

CERTIFICATE OF THE RICHLAND COUNTY  
COMMISSIONERS RECORD OF PROCEEDINGS

In accordance with Ohio Revised Code Section 305.11, the Clerk of the Board of Richland County Commissioners hereby submits the following record of the Commissioners' October 27, 2020 meeting, for recording into the Commissioners' Journal, Volume 93, under the same date.

RICHLAND COUNTY COMMISSIONERS

Regular Meeting, Tuesday, October 27, 2020

COMMISSIONERS' BOARDROOM

COUNTY ADMIN. BLDG., MANSFIELD, OHIO

Call to Order:	9:30 a.m.
In Attendance:	Commissioners: John, Banks, Vero
Clerk:	Stacey L. Crall
Guests:	See listed below
Tape:	OCT2720

Topic: Child Support Enforcement - 2021 Budget

Tape: 0.0.16

Present: Janet Brock, Cindie Powell, Kayla Dalby, Cliff Mears, WMFD, Via telephone: Gene Parkinson, Richland Source, News Journal, Curt Brayden from Attorney General's office

Discussion: Janet Brock, Director, reviewed their 2021 budget expenses reflect more than revenue due to the IV-D contracts. They budget that way every year but in the end revenue is more than expenses. Child Support has the ability to ask the State for an increased budget. Commissioner John noted the expected carryover into 2021 is four months-worth of expenses. The repairs increased because of a new lobby floor and kitchen repairs needed. Commissioner Vero inquired about the budget request to the State. Cindie stated she calculates the request with communication with her State Fiscal Representative. The State has always approved the requests. The cleaning service contract costs increased. Commissioner Vero stated the salary is

reasonable and the majority are related to the bargaining unit. How are non-union staff increases calculated? Janet stated she starts with the contract figure then reviews their work and whether additional duties have been assumed. Workers compensation is an estimate and expected to be higher than 2020 because of the rebate. Al from the News Journal asked for the totals. Commissioner Vero stated it is not that clear with the IV-D contracts but revenue is estimated at \$1.9 million and Expenses at \$2 million. The contract amount is in the budget for IV-D contracts but billing is based on actual expense. Those expenses have historically been lower than the contract amount.

Topic: Record of Proceedings

Tape: 0.17.33

Present: Cliff Mears, WMFD, Via telephone: Gene Parkinson, Richland Source, News Journal

Discussion: The Board reviewed the Record of Proceedings for October 22, 2020.

**Motion: Commissioner Banks moved to certify the Record of Proceedings for October 22, 2020 seconded by Commissioner Vero.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: Requisitions

Tape: 0.17.51

Present: Cliff Mears, WMFD, Via telephone: Gene Parkinson, Richland Source, News Journal

Discussion: The Board reviewed the list of requisitions submitted for approval.

**Motion: Commissioner Banks moved to approve the list of requisitions submitted for approval seconded by Commissioner Vero.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: Transit Board

Tape: 0.18.06

Present: Cliff Mears, WMFD, Via telephone: Gene Parkinson, Richland Source, News Journal

Discussion: There is an open seat on the Transit Board vacated by Vickie Shook. It is a Democratic appointment. Commissioner Vero would like to appoint Aurelio Diaz to the Board. Aurelio is a downtown resident that is familiar with transit and has asked to become involved.

**Motion: Commissioner Vero moved to appoint Aurelio Diaz to the unexpired term on the Richland Transit Board through December 31, 2020 seconded by Commissioner Banks.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: Engineer - OPWC

Tape: 0.19.31

Present: Chuck Minich, Cliff Mears, WMFD, Via telephone: Gene Parkinson, Richland Source, News Journal

Discussion: The Board reviewed a letter from Engineer, Adam Gove, regarding authorization to apply for two OPWC Grants. One is for \$500,000 for replacement of bridges on Rhinehart, Possum Run, Applegate and Reynolds Road. The second \$500,000 is a grant/loan application for rebuilding a section of Noble Road by the Rumpke Landfill and resurfacing a portion of Free Rd. and Washington North Rd.

**Motion: Commissioner Vero moved to authorize the Richland County Engineer to apply for Ohio Public Works Commission grants/loan in the amount of \$1,000,000 as described above seconded by Commissioner Banks.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: Building Department

Tape: 0.20.53

Present: Chuck Minich, Cliff Mears, WMFD, Via telephone: Gene Parkinson, Richland Source, News Journal

Discussion: On October 13, 2020 the Building Department was authorized to purchase a 2020 Ford Fusion to replace a 2011 Ford Fusion. Kara Russell, Director has now requested to dispose of the 2011 unneeded vehicle and use it for a trade in on the new vehicle.

**Motion: Commissioner Vero moved to declare a 2011 Ford Fusion obsolete and no longer needed for the Building Department and authorize the disposal of the vehicle by using it as a trade in to purchase a new vehicle seconded by Commissioner Banks.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: Dayspring

Tape: 0.21.39

Present: Chuck Minich, Cliff Mears, WMFD, Via telephone: Gene Parkinson, Richland Source, News Journal

Discussion: The Board reviewed a request from Dayspring for reimbursement of COVID expenses. The expenses are for plexiglass, Ipads, gloves and other supplies.

**Motion: Commissioner Banks moved to authorize the reimbursement of COVID expenses to Dayspring in the amount of \$4,115.00 seconded by Commissioner Vero.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: COVID

Tape: 0.22.12

Present: Chuck Minich, Cliff Mears, WMFD, Via telephone: Gene Parkinson, Richland Source, News Journal

Discussion: Commissioner John stated Rick Evans, EMA Director, submitted \$69,000 of COVID expenses, from various departments, to FEMA for reimbursement. Not all of the expenses are going to be reimbursed but the amount is not known yet. Whatever is not reimbursed can be submitted for CARES reimbursement. What other political jurisdictions do not spend of their CARES funds, a percentage will come to the County by November 25<sup>th</sup>.

Topic: Building Maintenance

Tape: 0.42.43

Present: Chuck Minich, Cliff Mears, WMFD, Via telephone: News Journal, Richland Source

Discussion: Chuck Minich, Building Maintenance Superintendent, explained the front end controls for HVAC at Longview are not working properly and will not be supported after this year. Some of the of projects planned from the Reinvestment Fund are not moving forward this year. Chuck has a quote from Control Concepts for \$11,838 to update the control panel. This will allow control of HVAC virtually which will help with evening meetings and the extended hours of the Board of Elections. \$654,000 of projects was approved in the Reinvestment Fund but Chuck thinks only \$535,000 will be spent. The County Administration Building air handler variable speed drives are failing. The estimate to replace them is \$7,200.00.

**Motion: Commissioner Banks moved to authorize Control Concepts to make repairs at the Longview Building and County Administration Building for a total cost of \$19,038.00 from the Reinvestment Fund seconded by Commissioner Vero.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: Building Maintenance

Tape: 0.28.38

Present: Chuck Minich, Cliff Mears, WMFD, Via telephone: News Journal, Richland Source

Discussion: Chuck has been looking in filtration systems with COVID and now the flu season approaching. There are ionized machines that kill bacteria and mold. The City of Mansfield and Ashland County are installing the same machines. Several prisons have also installed the machines. For the County Administration Building, the Jail and Longview the quote from MG Energy is \$49,864.00. Chuck also looked at changing the filtration system in the County Administration building. Standard Plumbing and Heating provided a quote of \$3,480.00. This filtration will affect the top three floors of the building. Peoples building has unit vents in each room which makes it more difficult to make changes. These filtration systems can be covered by CARES funds. The ionized machines may also save energy.

**Motion: Commissioner Vero moved to use CARES funds to pay to install needlepoint bipolar ionization systems at the County Administration Building, Longview Center and the Jail for a cost of \$49,864.00 with MG Energy and change the filter racks in the County Administration building with Standard Plumbing and Heating at a cost of \$3,480.00 seconded by Commissioner Banks.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: Building Maintenance

Tape: 0.36.44

Present: Chuck Minich, Cliff Mears, WMFD, Via telephone: News Journal, Richland Source

Discussion: Chuck stated he received pricing back on replacing the tile behind the drinking fountains in the County Administration building from Washington Carpet One for \$3,192.00. Chuck is pursuing replacing all the drinking fountains. Rachel Troyer believes she can use wellness funds to purchase two more with the touchless bottle filler. A licensed plumber has to install those fountains. Chuck would only have to buy one more drinking fountain to replace them all. Commissioner Vero stated if they are touchless drinking fountains CARES funds can be used.

**Motion: Commissioner Vero moved to accept the quote from Washington's Carpet One for \$3,192.00 to replace the tile behind the drinking fountains in the County Administration Building and to move forward with purchase and installation of touchless drinking fountains seconded by Commissioner Banks.**

Other Comments: None further.

Vote: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes. Motion carried.

Topic: Building Maintenance

Tape: 0.40.35

Present: Chuck Minich, Cliff Mears, WMFD, Via telephone: News Journal, Richland Source

Discussion: Chuck stated the 911 project is on track. The electronics are being pulled, the drop ceiling is being installed and 90% of everything is painted.

Tape: 0.41.43 Commissioner John added the mural in the County Administration Building will be cleaned and repaired starting next week. It has not been cleaned since it was installed in 1968.

The Board recessed at 10:13 a.m. and reconvened at 10:30 a.m.

Topic: Building Department – 2021 Budget

Tape: 0.42.43

Present: Kara Russell, Cliff Mears, WMFD, Via telephone: News Journal

Discussion: Commissioner John thanked Kara Russell, Director, for great detail on the budget. Kara reviewed the budget reflects the loss of revenue from the city of Ashland and Ashland County. Forecasts suggests construction will start to rebound. However, revenue will still be low and Kara estimated another 10% cut in revenue. There is a problem with the supply chain of building materials. Commercial building is down which brings in more revenue than residential. The residential permits are coming in. Two school plans will be coming in. Ken plans to retire in early 2022, so Kara requested another inspector for six months. Ken has a Building Official certification. Jarrod is close to obtaining his certification, Kara plans to get hers and Dave the new plans examiner has his. The inspectors are dual certified for building and electrical. Commissioner Vero asked if there is any anticipation of losing any other counties. Kara said not at this time. The plans review time is down to 14 days. Kara stated she will reach out to contractors who have expressed interest in submitting their plans on-line to be test applications for the new system. In 2021 revenue is not projected to cover expenses. At 10:43 a.m. Richland Source rejoined the phone call. Commissioner Banks noted more days may be added to other counties next year since we are not covering Ashland anymore.

The Board recessed at 10:47 a.m. and reconvened at 11:00 a.m.

Topic: Sheriff – 2021 Budget

Tape: 0.59.33

Present: Jill Lewis, Erika Spicer, Cpt. Jim Sweat, Cpt. Chris Blunk, Major Joe Masi, Via telephone: News Journal, Richland Source, Curt Brayden

Discussion: Commissioner Vero noted the Sheriff's budgets reflect 42.4% of requests. Commissioner John stated but they keep us all safe. Major Masi stated they tried to respect the overall budget and only asked for what they need to operate day to day. Cruisers are always a problem and they are expensive. This Board of Commissioners has helped get them close to where they need to be. Cpt. Sweat reviewed the CSEA contract is so fluid since Domestic Relations Court was shut down. Normally 50 to 60 subpoenas were issued a month. Right not it has only been one or two. Since the deputies are not performing that work they cannot collect on the contract. The cruiser request is for eight vehicles but two are for the CSEA officers. A list of all the vehicles with over 100,000 miles was provided to the Board. Mileage and maintenance history are taken into consideration when replacing vehicles. Parts are used from vehicles to keep others running. It normally takes about four months from ordering a cruiser to have it equipped and ready for the road. The COVID cruisers are at the outfitters but not ready yet. Commissioner John asked about the cruiser repair line item increase. Cpt. Sweat stated you never know. There were two deer accidents this past week. Another accident involved someone who did not have insurance. Commissioner John stated that might be a line item that is reduced. The law enforcement budget includes a litter control officer. Commissioner Banks stated it is not for sure if that is still moving forward. The litter control officer should not cost additional funds. It will be

paid for. The termination payout line item includes the highest possible retirements. Commissioner John stated as in previous budgets those funds will be moved to contingency and transferred when needed. This year four COVID vehicles, three trucks and two Ford explorers were purchased. Carl from Richland Source asked about the 14% increase. Commissioner Vero stated part of that is the 27<sup>th</sup> pay.

1.24.39 The Board reviewed the 911 budget request. The union agreement is still being negotiated so there may be changes in the salary request. When the agreement is ratified, changes will be submitted. Retirements are expected. Cpt. Sweat reviewed the budget request includes 16 dispatchers. Currently there are 13 with two new starting next week. Hopefully two more will be filled by the end of the year. There is one retirement this November. The new 911 opening may be delayed a little because of delays in equipment being received. Road patrol and records should be ready to move in, in January. Carl asked about the increase on contract services. Cpt. Sweat stated that is maintenance for new equipment. Currently there are four consoles and there will be six in the new center.

1.32.42 Cpt. Blunk reviewed the increase in equipment for the jail is a new fingerprint machine and security fence. Additional fencing will be requested in following years. The food is based strictly on population. Medical services increased due to a contract increase and the request for another nurse during the night. Currently there is a nurse seven days a week from 7 a.m. to 9:00 p.m. There have been a number of incidents during the night. The Commissioners thanked the Sheriff's staff for the details in the budget.

Topic: Budget 2021

Tape: 1.44.21

Present: Jill Lewis, Erika Spicer, Cpt. Jim Sweat, Cpt. Chris Blunk, Major Joe Masi, Via telephone: News Journal, Richland Source, Curt Brayden

Discussion: Carl from Richland Source asked about the revenue estimate. Clerk Crall stated there is one department that has not submitted their budget yet so a new revenue estimate has not been determined yet. Are the budget requests higher? Commissioner Vero stated more than last year but less than a couple years ago. How does the budget look for this year? Commissioner John stated we are better than we were in March. Revenues have not been hit as hard as expected mainly due to on-line sales tax. All departments have kept their expenses down. Commissioner Vero stated he would share with Carl additional budget information through September. We are comfortable right now. If there are any additional funds carried over they will be used appropriately. The Courts are asking for additional space to conduct hearings based on increased requirements. Commissioner Vero stated there are many variables to the revenue streams. Carl asked if the rainy day fund or carry over funds will have to be used in 2020. Commissioner John stated the qualification to use the rainy day fund will not be met. Businesses are still struggling but we are blessed the economy is doing as well as it is.

ADJOURNMENT: There being no further county business to discuss, the meeting was adjourned at 11:56 a.m. Tape at 1.54.51.



Submitted by: Stacey L. Crall, Clerk

BE IT RESOLVED the Richland County Board of Commissioners hereby accepts the foregoing as the correct record of proceedings of the board meeting held October 27, 2020 in Mansfield, Ohio.

Mr. Banks moved adoption of the foregoing resolution. Mr. Vero seconded the motion. The roll, being called upon adoption, resulted as follows: Mrs. John, yes; Mr. Banks, yes; Mr. Vero, yes.

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ATTEST: \_\_\_\_\_

CLERK

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BOARD OF COUNTY COMMISSIONERS

RICHLAND COUNTY, OHIO

#### CERTIFICATE

The foregoing is hereby certified as the official record of proceedings of the Richland County Board of Commissioners meeting October 27, 2020.

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Marilyn S. John, Chairman

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Stacey L. Crall, Clerk

BOARD OF COUNTY COMMISSIONERS

RICHLAND COUNTY, OHIO

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